

RULES

for the stay of foreign citizens and stateless persons arriving to study or work at the Federal State Budgetary Educational Institution of Higher Education "IrGUPS"

According to the migration legislation of the Russian Federation, every foreign citizen and stateless person arriving to study or work at the Federal State Budgetary Educational Institution of Higher Education "IrGUPS" is required upon entry into the Russian Federation to:

1. Obtain and complete a migration card. A migration card is completed separately for each foreign citizen arriving in the Russian Federation, regardless of age.

2. Upon arrival at their place of study or work in the Russian Federation, foreign citizens are required to immediately register for migration purposes with the local office of the Ministry of Internal Affairs of the Russian Federation at their place of temporary residence.

To register for migration purposes, foreign citizens must contact the International Cooperation Office of the Irkutsk State Transport University on the first business day after arriving at their place of study or work. The address is: 15 Chernyshevskogo Street, Office D-720, Irkutsk. They must present a valid identity document (passport or stateless person's certificate), a migration card with a stamp from the border control agency confirming entry into the Russian Federation, a visa (if available), a copy of the training contract certified by the faculty's academic department (if tuition is paid), and a copy of the employment contract if the foreign citizen has arrived for work.

Please note: all services related to migration registration and visa processing are subject to a fee.

Foreign citizens who do not present a migration card with a stamp from the border control agency confirming entry into the Russian Federation are not subject to migration registration.

3. After registering with the migration service at their place of stay, foreign citizens are issued a tear-off coupon stamped by the territorial office of the Russian Ministry of Internal Affairs, which they must obtain from the Irkutsk State Transport University within seven days.

4. If they leave the Irkutsk Region or the Russian Federation (e.g., during a school break or vacation) and subsequently return to their place of study or work in the Russian Federation, foreign citizens are subject to re-registration in accordance with the procedure specified in paragraph 2 of these Rules.

If they change their place of residence while studying or working at Irkutsk State Transport University, they are required to re-register by submitting information and documents regarding their new place of residence to the Irkutsk State Transport University within one day.

When staying in a hotel (in Irkutsk, the Irkutsk region, Lake Baikal (including Listvyanka, Olkhon Island), or other cities in the Russian Federation) or hospital, foreign citizens are required to re-register by submitting information and documents about their new place of residence to the Irkutsk State Transport University (IrGUPS) within 24 hours of their hotel departure or hospital discharge.

5. To extend their temporary stay in the Russian Federation, a foreign citizen must contact the IrGUPS UMS (office D-720) 40 calendar days before the end of their stay (registration), presenting their passport, migration card, tear-off registration coupon, medical examination certificates, and a document confirming state fingerprinting and photographing (green card).

In case of failure to submit the specified documents to the Irkutsk State Transport University within the deadline and, as a result, failure to extend the period of temporary stay of a foreign citizen in the Russian Federation (registration), the foreign student is obliged to leave the Russian Federation.

6. No later than 40 calendar days before the visa expiration, foreign citizens must submit the necessary documents for visa extension to the IrGUPS Student Mission Management Service.

If the visa extension deadline is missed, the foreign student must leave the Russian Federation two days before the expiration of their current visa. A foreign citizen may return to study at IrGUPS only after the university issues a repeat invitation.

A student visa extension will be denied if the student's passport contains fewer than two blank pages intended for affixing a student visa.

7. In the event of loss of documents confirming the right to stay in the Russian Federation (international passport, migration card), foreign citizens are required to immediately report the incident to the IrGUPS Student Mission Management Service and the duty unit of the local internal affairs agency (police department) to obtain a certificate of loss.

RULES
for Foreign Citizens' Medical Examinations, Mandatory State Fingerprint Registration, and
Photographing

I, _____,
have been informed in a language I understand that, in accordance with Clause 18, Article 5 of Federal Law No. 115-FZ of July 25, 2002, "On the Legal Status of Foreign Citizens in the Russian Federation," foreign citizens arriving in the Russian Federation for purposes not related to employment, for a period exceeding 90 days, are required to undergo a medical examination within ninety calendar days of their entry into the Russian Federation to determine whether they have used narcotic drugs or psychotropic substances without a doctor's prescription, or new potentially dangerous psychoactive substances, infectious diseases posing a danger to others, or diseases caused by the human immunodeficiency virus (HIV).

The procedure and validity period for medical examinations are established by Order No. 1079n of the Russian Ministry of Health dated November 19, 2021.

Medical examination services are subject to a fee and are paid for by the foreign citizen.

Medical examinations of foreign citizens are carried out at the Irkutsk Regional Center for the Prevention and Control of AIDS and Infectious Diseases, located at 11 Spartakovskaya Street, Irkutsk.

In accordance with Clause 19, Article 5 of Federal Law No. 115-FZ, foreign citizens are required to undergo a repeat medical examination within 30 calendar days of one year from the date of their medical examination and submit medical documents no later than 30 calendar days before the expiration of their registration at the place of stay:

- 1) to the Unified Migration Center at 11 Spartakovskaya Street, Irkutsk. Dekabrskikh Sobytiy, 117;
- 2) to the International Cooperation Department of the Federal State Budgetary Educational Institution of Higher Education "Irkutsk State Transport University" at the following address: Irkutsk, Chernyshevsky Street, 15, office 720 D.

I have also been informed that, in accordance with paragraph 13 of Article 5 of Federal Law No. 115-FZ, foreign citizens arriving in the Russian Federation for purposes not related to employment for a period exceeding 90 calendar days are subject to mandatory state fingerprinting and photographing for ninety calendar days from the date of entry into the Russian Federation.

Foreign citizens arriving in the Russian Federation for the purpose of study are subject to mandatory state fingerprinting and photographing once, regardless of the number of entries/exits into/from the Russian Federation.

To undergo mandatory state fingerprinting and photographing, foreign citizens must apply in person to the Unified Migration Center, located at the following address: Irkutsk, st. Dekabrskikh Sobytiy, 117.

The procedure for mandatory state fingerprinting and photographing of foreign citizens is established by the federal executive body responsible for internal affairs. These procedures are fee-based and are carried out at the expense of the foreign citizen.

Foreign citizens who have undergone mandatory state fingerprinting and photographing are issued a document confirming this fact – a green card.

I have been informed that, in accordance with Section 23, Part 5, of Federal Law No. 115-FZ, failure to comply with the obligations to undergo mandatory state fingerprinting, photographing, and medical examination will result in consideration of administrative liability, reduction of the period of temporary stay in the Russian Federation, and deportation from the Russian Federation (Part 1, Article 18.11 of the Code of the Russian Federation on Administrative Offenses).

I have read these rules for foreign citizens undergoing medical examinations, mandatory state fingerprinting, and photographing in a language I understand. I understand the rules. I have received a copy of the rules.

" ____ " _____ 2025

(Full name, signature)